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ABSTRACT

Beginning July 1, 1975 the San Jose, California based Center for Employment Training (CET) was granted funds to assist communities with sizeable American Indian populations to develop training and placement programs modelled after itself. These funds enabled three community interest groups in Tucson (Arizona), Guadalupe (Arizona), and Bellingham (Washington) to develop their own fully operative CET Programs. The funds enabled key staff members of these programs to undergo extensive management training, and the programs to raise in-kind and direct equipment and material donations. These CET Programs trained and placed 34 men and women into full-time, permanent jobs--23 in Tucson, 8 in Guadalupe, and 3 in Bellingham. The Guadalupe CET Program also provided recruitment, counseling, placement, and alumni follow-up services. Since the beginning, contact was established with the Choctaw Indian Nation interested in developing a CET Program in Oklahoma. In keeping with the CET philosophy, the CET Programs were community organized and based, thus, reflecting and serving the needs of each unique community. The staffs had backgrounds similar to that of the students served. All the programs used the "Real World Approach" in their training. The San Jose CET Program provided technical assistance to each CET in the organization and training of their staffs, industrial job survey which identified demand skills, fund raising campaigns, proposal writing, statistics and record keeping, accounting, and budgeting. (NQ)

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*Center for Employment Training
of the Central Coast Counties*

FINAL REPORT

An American Indian

Training, Placement, and Human Development
Project

February 1977

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Jerry Amador for
CET, San Jose

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FINAL REPORT

ECONOMIC DEVELOPMENT ADMINISTRATION
UNITED STATES DEPARTMENT OF COMMERCE
WASHINGTON, D.C. 20230

TECHNICAL ASSISTANCE GRANT NUMBER 99-6-09442

CET EMPLOYMENT TRAINING PROJECT

JUNE 30, 1975 TO AUGUST 31, 1976

Submitted by:

Center For Employment Training
of The Central Coast Counties
425 South Market Street
San Jose, California 95113

"This technical assistance study was accomplished by professional consultants under contract with the Economic Development Administration. The statements, findings, conclusions, recommendations, and other data in this report are solely those of the contractor and do not necessarily reflect the views of the Economic Development Administration."

I. Background of Project

Economic Development Administration Grant History 1975 to July 1976

Starting on July 1, 1975 the San Jose, California based Center For Employment Training - CET (formerly OIC-CET) was appointed as fiscal agent by the U.S. Department of Commerce Economic Development Administration (EDA) for Grant Number 99-6-09442. These funds were granted to assist communities with sizeable American Indian populations to develop training and placement programs modelled after the highly successful San Jose Program.

The EDA funds were designed to serve as "seed money" for local American Indian community groups so that they could be effectively trained in the planning, development and implementation of a local CET Program.

The EDA Grant has enabled three (3) community interest groups (Tucson, Arizona; Guadalupe, Arizona; and Bellingham, Washington) to develop, with the help of CET-CCC in San Jose, fully operative CET Programs of their own. The EDA Grant allowed the Executive Directors of these three programs, plus other key staff members, to undergo extensive management training at the San Jose CET. It enabled the three new CET Programs to raise in-kind and direct equipment and material donations.

Most importantly, the EDA Grant has enabled a total of 34 men and women to be trained and placed by the CET Program into full-time, permanent jobs.

The CET Programs have, through their intensive counseling, training, and motivating, given these men and women a chance at a better future.

The average starting wages of the men and women placed after their training at these three programs is \$3.07 per hour. This works out to \$217,110 in annual earned wages (not including raises, overtime, or fringe benefits).

The Grant enabled an experienced CET-CCC Branch Operations Manager, Mr. Dan Alfaro, to devote his full efforts as Field Development Coordinator to the project. Dan Alfaro's responsibility was to aid new community interest groups to develop successful training and human development CET operations and to develop a comprehensive management training program for these groups to utilize.

Mr. Jerry Amaro who had two (2) years experience as a CET instructor/counselor and three (3) years as statistics and records supervisor, was assigned to work with Dan Alfaro in coordinating and over-seeing the technical assistance in the MIS area. Jerry also assisted in the areas of management training, proposal writing, and in helping new programs to understand and successfully implement the proven CET methods and philosophy.

A. Tucson CET Struggle Prior to EDA Funding

Frustrated by the high unemployment rate among the Yaquis and Papago Indian communities, a group of individuals traveled to San Jose, California in February 1973 to visit the training, counseling, and job development operations of this highly successful community based job training center. Inspired by what they observed and learned, these individuals returned to the Tucson area and incorporated in Spring of 1974 as OIC-CET of Pima County which became CET of Pima County in July 1976.

The high unemployment rate that exists among the Papago, and Yaquis ethnic groups bound them together in a united effort to develop and demonstrate how to operate a "success oriented" community-based job training center; a training center that would give dignity to the individual and train in demand skills that end in a good paying job.

In 1974, with the assistance of CET-CCC, Tucson CET wrote and submitted a proposal to the Tucson-Pima County Manpower Consortium (CETA Prime Sponsor). In that same year a proposal was written and submitted to the Campaign for Human Development in Washington, D.C. Both proposals were refused funding.

Not easily discouraged, the Tucson CET Board of Directors stayed together and in 1975 resubmitted written proposals to both the CETA Prime Sponsor and CHD. Again, the Tucson CET Program was refused funding by both the local CETA Prime Sponsor and CHD in Washington, D.C.

In their efforts to raise money to defray expenses, the CET community Board of Directors planned a food sale in Spring 1975 at which \$50.00 was raised.

In August 1975, the community CET Board planned and organized an Indian Arts and Crafts Fair at which \$261.58 was raised. These small but financially successful projects made the community aware of the strong determination of the CET Board to develop their program. Encouraged by the

community response and financial success of the fair, the Board member's unity and determination was strengthened.

In January 1975 several CET interest groups and staff from CET in San Jose visited the office of the Economic Development Administration in Washington, D.C. These groups were requesting financial assistance for the development of CET Programs. Mr. Jose R. Matus, a Yaqui Indian from Tucson, Arizona attended the meeting.

B. Maricopa CET Struggle Prior To EDA Funding

Having heard of the development of the CET Program in Tucson by the Yaqui, Papago, and Chicano Community, a group of community representatives from Guadalupe, Arizona in Maricopa County visited the CET-CCC training facilities in September 1975.

The unemployment rate among the Yaquis and Chicano population in this target area is 38.5%. The median educational level is six (6) years and the mean annual income is \$2,711.00.

Once introduced to the CET Program philosophy and methodology, the Maricopa County interest group saw CET as a meaningful program by which to solve the unemployment and economic problems of the disadvantaged residents.

The interest group formed a Board of Directors composed of Yaqui Indians and Chicano leaders and incorporated CET of Maricopa County.

A request for assistance was sent to EDA. Originally EDA did not authorize the development of a local CET Training Center, however, a cooperative working agreement was developed with the Gila River Career Center, a skill center founded by EDA and now administered by the Pinal Community College District.

The Board of Maricopa CET was able to acquire donations such as desks, chairs and a file cabinet from the Guadalupe Organization. Building space and a bus were donated by the Lady of Guadalupe Church. Cash registers were loaned on an "indefinite" basis by NCR.

C. Bellingham CET Struggle Prior to EDA Funding

In August 1974 the CET-CCC was instrumental in developing a CET training program in Granger, Washington. Word about the success of the CET Program in Granger spread to other communities and soon CET interest groups were developing in Moses Lake, Columbia Basin, Port Angeles, and Bellingham, Washington.

Having visited both the Granger and San Jose CET Programs, a community group from Bellingham, Washington incorporated the Northwest Washington CET. The Board is composed of Lummi Indian, Nooksack Indian, and Mexican American residents.

A request for financial and technical assistance was submitted to EDA and approval was received.

The Board of Directors recruited and employed Mr. G. Bruce Miller, an Ogala Sioux Indian, as Executive Director. Mr. Bruce Miller spent two (2) weeks training at the management training program at CET-CCC in San Jose.

With the assistance of his Board members, Bruce Miller acquired the following donations:

Classroom and office furniture was donated by the Nooksack Indian Tribe, Small Tribes of Western Washington, Concilio, and Bellingham School District.

Three (3) ten key adding machines were donated by Intalco Industries.

Six (6) cash registers were loaned by Sweda Corporation.

Five (5) typewriters were approved for loan by IBM Corporation and are to arrive in the month of December, 1976.

Approximately \$2,200 in lumber and plumbing materials for renovating the CET building were donated by Ireland and Bellingard.

II. Results of EDA Grant

The EDA Grant has resulted in many positive accomplishments. The Grant has enabled the San Jose CET Program to help three interest groups, Tucson, Arizona; Guadalupe, Arizona; and Bellingham, Washington. Each of the three Directors mentioned above have received management training at CET-CCC, have raised in-kind donations of equipment, classroom and office furniture. These three programs have, in the past year, trained and placed a total of 34 men and women into entry level jobs.

The average starting wages of the men and women placed by these three programs is \$3.07. On an annualized basis, the individuals trained and placed by these three CET Programs will earn \$217,110, not counting raises, overtime, or fringe benefits.

A. EDA Grant Results in Tucson, Arizona (Pima County)

The CET Program in Tucson, Arizona now offers training in the following skills:

1. Grocery Checking
2. Custodial
3. Clerical
4. Occupational Feeder

It is contemplating adding training also in the following Tucson area demand occupations:

1. Automotive Mechanic
2. Auto Parts Counterperson
3. Shipping and Receiving

At the start of the EDA Grant, this program was still in the interest group stage and had not yet hired an executive director. The Board of Directors hired Jose Matus, a Yaqui Indian on July 25, 1975. Mr. Matus underwent five (5) weeks of extensive training at the San Jose CET Program and has helped the Tucson CET get an excellent start. (See attachment 1). Today Tucson CET has support from the local business and industrial community (see attachments 2), and favorable local press coverage. Tucson is an area where many job training programs are often viewed by the press with skepticism. Since the EDA funding, the Tucson CET has developed an effective and active Industrial Advisory Board. (See attachment 3).

Tucson CET has served 70 individuals. Twenty-three (23) of those served gained good jobs as a result of the CET training and 34 individuals remain in training. The individuals placed on jobs have an average hourly wage of \$2.94. All of those placed had been previously unemployed, and 57% were heads of families. At the end of the reporting period the program had a waiting list of 238 people.

Part of the reason for the excellent start of the Tucson CET is because the EDA Grant had enabled nearly every staff member to undergo extensive training at the San Jose CET. They received intensive training on the design and philosophy of a successful CET Program and were also able to acquire useful teaching materials, and curriculum.

EDA funding has enabled the Tucson CET to search for other funding sources. A Title I Proposal was written and has been funded for \$30,000 by the Tucson-Pima Manpower Consortium. Also, a Title III, Section 303 Proposal was written and submitted to the Migrant Division, U.S. Department of Labor.

Tucson CET also subcontracted with the Tucson Indian Center and Pascqua-Yaqui Association for individual training slots. A total of \$10,000 was received from these Indian agencies.

Local community groups have supported the CET in many ways. This has enabled the CET staff to acquire the following donations:

1. Office space, phone, and desk from the Saint Nicolas Papago Center.
2. Cash registers, stands and weighing machines from Soleng Tom and El Rancho Markets.
3. Electric typewriters were loaned by IBM.
4. Office furniture and classroom furniture from the U.S. Post Office, First National Bank, and School District #1.
5. The Tucson Indian Center and Pascqua Yaquis Association agreed to sub-contract for individual training slots.

B. EDA Grant Results in the Guadalupe, Arizona (Maricopa County)

Since the start of the EDA funding, the Guadalupe CET has served 23 individuals (see attachment 9A). Of those, eight have been placed in jobs and have achieved an average hourly starting wage of \$3.63.

All of those placed were unemployed prior to entering CET training. There were 15 individuals enrolled in the CET Program at the end of the reporting period.

The EDA funding made it possible for the Guadalupe CET to provide its students with transportation to their training site at the Gila Reservation Career Center. Guadalupe CET also provided recruitment, counseling, placement and alumni follow-up services for students.

Olmedo Abeyta, Executive Director, has sought out other resources, and this has resulted in the program being able to obtain the services of a secretary/counselor under a CETA work experience contract.

Olmedo Abeyta received intensive training at the San Jose CET. (See attachment 4). Other Guadalupe CET members also gained valuable training at the CET San Jose Program.

As a result of the current EDA Grant, the Guadalupe CET continues its search for funding sources and is currently in discussion with the Phoenix Indian Center and Povarello Foundation.

C. EDA Grant Results in Bellingham, Washington

The EDA funding enabled the Bellingham Board of Directors to hire Bruce Miller, an Ojala Souix, as Executive Director. Miller underwent intensive training at the CET-CCC. (See attachment 5).

During his training, the San Jose CET Program helped Bruce Miller develop a comprehensive work plan of specific tasks to be accomplished in starting the Bellingham CET.

EDA funding enabled staff to be hired at the Bellingham Center, and it allowed them to spend a week at the San Jose CET. Staff were oriented and trained in the concepts and methodology successfully used by CET-CCC.

In addition, the funding enabled the program staff to seek out and acquire a training site, and on July 12, 1976 actual training began.

The program offers training in clerical and retail/grocery checking. Development of an Industrial Advisory Board is currently underway.

A cumulative summary report shows that since the start of training on July 12, 1976, 18 individuals have been served by the Bellingham CET. All of those individuals served by the program were on public assistance prior to entering training and three (3) have been placed in jobs since training began. (See attachment 9B).

Fourteen (14) individuals are currently in training at the Bellingham CET. During the month of July the program reached 80% of its current capacity in student enrollment, and as placement activity continues and word filters into the community, it is expected that the program will soon reach 100% capacity.

D. EDA Grant Results With Other American Indian Interest Groups:

Since the start of the EDA Grant, contact has been established with the Choctaw Indian Nation interested in developing a CET Program in the State of Oklahoma. Four (4) American Indians, two from Ardmore and two from Durante, visited the San Jose CET and observed the program in operation. They gained an understanding of the approach and philosophy that has made CET so successful.

A favorable impression was made with the visitors from the Oklahoma interest group, and further contact is expected. (See attachment 6). Hopefully in the future there will be a CET Program operation in the Oklahoma area as a result of the EDA Grant.

E. Student Endorsements:

The most important aspect of every CET Program is the development in individuals of a strong sense of personal worth and the ability to succeed. The stories in attachment 7 show how well CET succeeds in this regard.

F. Community Involvement:

In keeping with the CET philosophy, all new CET Programs are community organized and community based so that they reflect and serve the needs of each unique community.

For this reason, each CET has a community Board of Directors which meets regularly and serves as the CET policy making body. This assures that each CET Program serves effectively the community through the Board of Directors for each new CET Program.

G. Bicultural Staff:

Because of their community base the CET staffs at each of the programs have backgrounds similar to that of the students served. As a result, many CET staffers are bicultural and bilingual. CET staff members approach their training efforts with knowledge and love, and appreciate the needs, aspirations, and talents of students. Thus, anyone who comes to a CET Program is helped.

III. Real World Approach

The CET Programs that EDA funding enabled the San Jose CET to develop use the proven San Jose "Real World Approach" in all training.

A. This approach is summarized by the following training precepts:

1. Training is open entry and open exit so that each trainee can progress as rapidly as possible.
2. Training is tutorial and individualized, with an emphasis on individual training conferences with instructors and counselors.
3. Training emphasizes work habits and job attitudes as much or more than skill training.
4. Training and counseling are based on the realities of the industrial world. No trainee is referred to a job unless the trainee has the work attitudes and habits necessary to be employable.
5. Instructors are the primary counselors - professionals who possess the skill they are teaching and who can relate to the problems faced by their students.
6. No testing is required as a condition for entering training. From the beginning students must experience success.
7. Trainees remain in training until they start work.

8. Trainees who are absent are visited at their homes.
9. Reality counseling confronts trainees with alternatives, but leaves decisions up to them.
10. All training is job related, and remedial training (including ESL) is integrated into skill training so that students can experience movement toward a vocational objective.
11. All trainees are promised a decent and meaningful job, if they can be on time every day and relate to their instructors and fellow trainees.
12. Training in a particular skill expands and contracts with the job market for that skill.
13. Small administrative units coupled with small training teams of instructors and counselors enables all decisions relative to a particular trainee to be made at the working level.
14. Home visitation is intensified after placement to insure stable employment and individual development, and not just job placement.

B. Type of Technical Assistance Given to Interest Groups:

1. Incorporation as private nonprofit organizations.
2. Organization and training of the Board of Directors.
3. Organization of the Industrial Advisory Board.
4. Management training for Executive Directors.
5. Training instructional and counseling staff and curriculum development.
6. Industrial job survey, to identify demand skills.
7. Industrial and community fund raising campaigns.
8. Proposal writing.
9. Statistics and record keeping (MIS).
10. Accounting and budgeting.

IV. Evaluation:

A. Objective: Develop two or more CETS
Accomplishments:

1. CET of Pima County, 21 West 33rd Street, Tucson, Arizona 85713 (602) 884-9143.
2. CET of Maricopa County, 9002 South 54th Place, Guadalupe, Arizona 85283 (602) 839-1014.
3. CET of Northwest Washington Counties, 204 1/2 Unity Avenue, Bellingham, Washington 98225 (206) 671-1110

B. Objective: Each CET Program to be approved by EDA prior to its establishment.

1. CET of Pima County - EDA approved start date July 1, 1975.
2. CET of Maricopa County - EDA approved start date February 4, 1976.
3. CET of Northwest Washington Counties - EDA approved start date February 4, 1976.

C. Objective: To assure American Indian involvement in CET locals.

1. 50% of the Board of Directors will be American Indians. (Attachment 8).
2. President or Vice President of the Board of Directors will be American Indians.
3. 50% of students during the first year of training operations will be American Indians. (Attachment 9).
4. 25% of staff on all levels during first year of training operations will be American Indians.

a. CET Pima County Staff:

Jose Matus, Executive Director, Yaqui
Gloria Maldonado, Secretary, Papago
Fred Carillo, Counselor, Mexican American
Jim Fitzpatrick, Grocery Instructor, White
Lillian Gallegos, Clerical Instructor, Papago
Chris Clarke, Custodial Instructor, Black
Alex Witzeman, Job Developer, White

b. CET Maricopa County Staff:

Olmedo Abeyta, Executive Director, Mexican American
Mary Esther Rodriguez, Secretary, Mexican American
Benito Matus, Counselor, Yaqui

c. CET Northwest Washington Counties Staff:

Bruce Miller, Executive Director, Ogala Sioux
Teresa Iyall, Clerical Instructor, Coeur de Alene
Dean Rogers, Grocery Instructor, White
Mark Beach, Job Developer, White
Mario Ledesma, Counselor, Mexican American
Margarita Lopez, Secretary, Mexican American

D. Objective: CET-CCC Will Provide Continued Technical Assistance to each CET Organized

A total of five (5) CET interest groups were identified in communities which had a sizeable American Indian population. In addition to the three mentioned above, an interest group was developed in Port Angeles, Washington; and Ardmore, Oklahoma. As indicated above, the boards of these interest groups are composed of representatives from the Indian and other ethnic minorities of the community. Each CET interest group was afforded the opportunity to visit and tour the CET-CCC training facilities. Visiting representatives had the opportunity to speak with instructional staff, job development staff, administrative staff, and CET-CCC Board of Directors. Consequently, every group was given a thorough orientation of the CET philosophy, methodology and how to incorporate their program. Once each group incorporated, the Executive Director was recruited, screened and selected, and sent to the management training school in San Jose, California for training. Once management training was completed, each Executive Director was given a list of management tasks that were to be accomplished upon return to his community. Once the director employed his program staff, the staff were then sent to CET-CCC in San Jose for training. In addition to management and staff training, each CET Program has been monitored on a weekly basis to determine their program training effectiveness.

Assistance has been given each operational CET in writing proposals to their local CETA Prime Sponsors, Campaign for Human Development, and other local and private foundations.

As a result, the Tucson CET Program was funded \$30,000 by their local CETA Prime Sponsor. Also, Tucson was successful in sub-contracting training slots with the Phoenix Indian Center and Pascqua Yaqui Association in the amount of \$10,000.

The Maricopa County CET was successful in writing and submitting a proposal to the Povarello Foundation which funded them \$4,500. This funding will be received in the month of December, 1976.

E. Objective: CET-CCC will Establish Administrative and Monitoring control to Assure each Program Reaches its Objectives.

See attachment #9A, #9B, and #9C for statistical and student characteristic profile on each CET Program started.



TUCSON CET INDUSTRIAL ADVISORY BOARD MEMBERS MARY LAVOR (L), OF FIRST NATIONAL BANK, AND RAY PAYN (R), OF HUGHES AIRCRAFT, MEET WITH CET EXECUTIVE DIRECTOR JOSE MATUS.

Mary Margaret Lavor is the Tucson Region employment officer for the First National Bank of Arizona, and she has been a member of the Tucson CET program Industrial Advisory Board since the program started in December, 1975.

Ms. Lavor praised the CET program, saying that it was different from other programs in the Tucson region, "CET has a good, different outlook from other area programs, CET is more geared toward self-help and I think that is the only real way for this kind of program to succeed."

As a member of the Advisory Board, Ms. Lavor said that she provides the CET program with advice about job training, curriculums, and the kind of skills that are needed in order for a CET trained worker to succeed on-the-job. "It is more or less being constructively critical," she noted.

She added a final endorsement of CET, saying, "I think they really have a good program going here."

Ray Payn is an employment officer for Hughes Aircraft Company in Tucson, and he is a member of the Tucson CET Industrial Advisory Board.

Mr. Payn lauded the CET program, saying "what the CET program is doing is exactly what is needed".

The former university business instructor said that he is particularly interested in working with CET students to help them gain what he called "the healthy assertiveness that comes from self-confidence, the ability to say yes, but couldn't it possibly be done better this way!" He added that the CET program "is a tremendous opportunity to get good attitudes and habits instilled in students".

This, continued Mr. Payn is not only good for the student, but is good for industry. "It provides us with trained, qualified applicants, and good workers, after all they are the backbone of any business".

The Tucson Industrial Advisory Board, noted Mr. Payn, is closely involved with the CET program. "We take a close look at all training, including making certain it is as realistic as possible so that there will not be a difficult adjustment to a real work environment." We look at the overall policy and see if it meets industry's needs.

The Advisory Board is also involved in helping the CET program raise funds from industry and in "giving supplies for particular training areas." said Mr. Payn.

CET Industrial Advisory Board

1. Safeway Stores, Inc.
7840 East Broadway
Tucson, Arizona 886-8235

P.O. Box 680
Phoenix, Arizona Ms. Kitty Cocio 274-3645 Ext. 73
2. Valley National Bank
2 East Congress
Tucson, Arizona Mr. Mike Wolfe 792-7181
3. First National Bank
150 N. Stone Avenue
Tucson, Arizona Ms. Mary M. Lavor 792-5292
4. Hughes Aircraft Co.
Nogales Hwy.
Tucson, Arizona Mr. Ray Payn 294-5211 Ext. 5484
5. A.J. Bayless
5132 E. Pima
Tucson, Arizona Mr. McGuire 795-9155

111 E. Buckeye
Phoenix, Arizona Mr. Raymond Florom 262-0406
6. Retail Clerks Union
606 So. Plum Ave.
Tucson, Arizona Mr. John Fitzpatrick 622-8985
7. A. & H. Fabricators, Inc.
610 W. Speedway
Tucson, Arizona Mr. Henry Aros 792-0428
8. Food Giant Stores
1045 So. Highland
Tucson, Arizona Mr. Pete Brenna 624-8361
9. El Rancho Stores
5560 E. Broadway
Tucson, Arizona
10. Anaconda Mining Co. Ms. Gretchen Reagland
Hwy 10 East and Kolb Rd.
Tucson, Arizona Mr. John Long 889-5361 Ext. 248
11. ASARCO
1150 North 7th Ave.
Tucson, Arizona Mr. James Moore 792-3010

12. Union Bank
120 No. Stone Ave.
Tucson, Arizona Ms. Meg Olsen 792-2400
13. Home Federal Savings
32 No. Stone Avenue Mr. Joe Daugherty 623-7771
Tucson, Arizona 85701
14. Pima Savings
P.O. Box 12768
5151 E. Broadway Ms. Shirley Gardener 747-8484 Ext. 263

TRAINING SCHEDULE

PERIOD: 4-19-76 - 4-30-76

FOR: OLMEDA ABEYTA
EXECUTIVE DIR

ATTACHMENT 4

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
8:00 AM	DATE: 4-19-76 ORIENTATION (MET)	DATE: 4-20- ACCT. 8:00 AM	DATE: 4-21- JOB DEVELOP- MENT	DATE: 4-22 SALINAS	DATE: 4-23 SALINAS	DATE: 4/24
10:00 AM	ORIENTATION DAN (MET) DATE: 4/26/76	GROCERY DATE: 4-27-76	SAME AS 4-21 DATE: 4-28-76	Custodial/ DATE: 4-27-76	Wamp-up DATE: 4-30-76	DATE: 5/1/76
10:00 AM	ORIENTATION & TOUR	ACCT. (RICK)	J.O. SUNSET DATE: 4-28-76	"	"	DATE:
12:00 PM	ORIENTATION DAN (MET) DATE: 4/26/76	DATE:	DATE:	DATE:	DATE:	DATE:
12:00 PM	DATE:	DATE:	DATE:	DATE:	DATE:	DATE:
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9:00 PM	DATE:	DATE:	DATE:	DATE:	DATE:	DATE:

EXECUTIVE DIRECTOR: BELLINGHAM, WASHINGTON

MONDAY - 4/5/76

8:00 - 11:00 a.m.

Orientation Reynaldo Flores, Branch Manager

11:00 - 12:00 p.m.

Tour Reynaldo Flores, Branch Manager

LUNCH

1:00 - 4:00 p.m.

Weekly reports, Reynaldo Flores

4:00 - 5:00 p.m.

Unit Managers Meeting, Reynaldo Flores

TUESDAY - 4/6/76

8:00 - 12:00 p.m.

Intake, Joe Arellano Intake Counselor

LUNCH

1:00 - 5:00 p.m.

Intake, Joe Arellano

WEDNESDAY 4/7/76

8:00 - 12:00 p.m.

Grocery Feeder, Leo Cordova Instructor

LUNCH

1:00 - 5:00 p.m.

Grocery Shop, Dan Morales Instructor

THURSDAY 4/8/76

8:00 - 4:00 p.m.

Job Development, Mary Dawson

4:00 - 5:00 p.m.

Cluster Meeting, Reynaldo Flores

7:00 - 9:00 p.m.

Automotive, Rudy Corrales

FRIDAY 4/9/76

8:00 - 5:00 p.m.

Counseling, Jairo Mejia Counselor

MONDAY 4/12/76

8:00 - 11:00 a.m.

Orientation, Bruce Miller

11:00 - 12:00 p.m.

Tour, Bruce Miller

LUNCH

1:00 - 4:00 p.m.

Weekly reports, Bruce Miller

4:00 - 5:00 p.m.

Unit Managers Meeting, Reynaldo Flores

TUESDAY 4/13/76

8:00 - 12:00 p.m.

MIS, Carlos Lopez, Statistics Department

LUNCH

1:00 - 5:00 p.m.

Fiscal, Rick Beal, Accounting Department

WEDNESDAY 4/14/76

8:00 - 9:00 a.m.

Clerical John Ratliff - Group Sessions-

9:00 - 5:00 p.m.

Individual Counseling

THURSDAY 4/15/76

8:00 - 10:00 a.m.
10:00 - 12:00 p.m.
12:00 - 1:00 p.m.
1:00 - 5:00 p.m.

Personnel, Hermelinda Sapien
Wrap-up, Dan Alfaro
IAB Luncheon
Wrap-up, Dan Alfaro and Jerry Amaro

FRIDAY

HOLIDAY

LAW OFFICES
TATE & TATE

HENRY W. TATE
CHARLES G. TATE

TATE BUILDING
117 N. ST. N.W. P. O. Box 1508
ARMOORE, OKLAHOMA 73401
(405) 223-1507

September 21, 1976

Ms. Kathy Lopez
Center for Employment Training
516 East Alisal Street
Salinas, California 93901

Dear Kathy:

I visited with Robert Cox following his return from Salinas and he had nothing but praise for your program there. We had a long discussion about the various possibilities of employment training programs for this area, and the chances of support from the tribes and Indian organizations in this part of the state.

I believe that the Choctaw Nation might be able to lend support for the kind of effort which would be required to establish a CET type program. There could not be any competent support from the present Chickasaw tribal set-up.

Robert is going to call the fellows from the Choctaw Nation and discuss the matter further and we will contact you again as to our progress.

Thanks for your interest.

Very truly yours,

Charles G. Tate

CGT:pgt

RECEIVED SEP 24 1976

EXECUTIVE OFFICE OF
Principal Chief, Choctaw Nation

Box 59
Durant, Oklahoma 74701

C. DAVID F. ADNER
PRINCIPAL CHIEF

PHONE 924-3000

August 31, 1976

Dan Alfaro, Field Development Coordinator
Center for Employment Training
425 South Market Street
San Jose, CA 95113

Dear Dan,

Please consider this brief note as an expression of gratitude to you and the other CET staff instrumental in our recent evaluation of CET in San Jose and Tucson.

Our tours and the ensuing discussions of methods of implementation of the program were of great value.

Again thanks for an enjoyable experience.

Sincerely,



Dewayne R. Hughes
Director of Economic Development

DRH/ko

Cumulative Summary Report

Contract E.D.A.
 Start Date 7/12/76 (Training)
 Total
 Contract _____

Bellingham, CET

Total Spent
 To Date \$ 24,096
 Report Period
 From 2/4/76 to 3/21/76

I Enrollment and Terminations		Plan	Actual	% of Plan
A. Individuals served, program year to date. (Sum. A.1 and A.2)			18	
1. Individuals entering this program year			18	
2. Individuals carried over from previous year			0	
B. Total Terminations: (Sum. B.1 through B.3)			4	
1. Total Entering Employment			3	
A. Direct Placements, no CETA Training			0	
B. Indirect Placements, following CETA Training			3	
C. Obtained Employment (Includes self)			0	
2. Other Positive Terminations			0	
3. Non-Positive Terminations			1	
C. Individuals Enrolled, end of period (A minus B)			14	

I PERFORMANCE		Actual	%	III Enrollment SEE ATTACHED		Actual	Plan
N/A		A		Significant Segments		A	P
Placement	Placement thru trng.	2		GROUP	Chicano		
ate	Training termination	4	75%		Black		
					Other		
					White		
Training	Trng. related plmts	3		SEX	Male		
Related plmts	Plmts from skill trng.	3	100%		Female		
Retention	Employed	3		Head of Household			
Rate	total placed	3	100%	Unemployed			
				Economically Disadvantaged			
				Public Assistance			
				Veterans			
				Ex-offender			
				Under 22			
				Over 45			
				Limited English			
Average Hourly Wage of Placements		\$2.65					
Total Program		Expend.	Plmts	Results			
Cost Per Placement		\$24,096	3	\$8032			
Less Start up cost		15,047	3	\$5015			
\$ 9,049							

NORTHWEST WASHINGTON CENTER FOR EMPLOYMENT TRAINING

CET TRAINEE PROFILE

STUDENT PROFILE

Number of new enrollees since July 12, 1976 - September 21, 1976 29

Male 3%

Female 97%

Minority Groups:

0% Afro American
10% Mexican-American
48% Anglo American
28% American Indian
14% Other

Age Groups:

7% 18 and under
21% 19 to 21
52% 22 to 32
17% 33 to 44
3% 45 to 54
0% 55 to 64

Education:

7% 4 or less
0% 5 to 7
0% 8
35% 9 to 11
54% 12
4% 12 and over

Median Age:

0% Police Contact
0% Veterans
0% Farmworkers

Heads of Family:

55% Women Head of Household
100% Recipients of Public Assistance
0% Recipients of UIB
90% Unemployed
10% Under Employed

Cities Served:

79% Bellingham
0% Lynden
17% Ferndale
4% Everson

EXECUTIVE OFFICE OF
Principal Chief, Choctaw Nation

Box 59
Durant, Oklahoma 74701

C. DAVID GARDNER
PRINCIPAL CHIEF

PHONE 924-3000

August 31, 1976

Dan Alfro
Field Development Coordinator
Center for Employment Training
425 South Market Street
San Jose, CA 95118

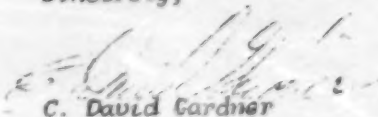
Dear Mr. Alfaro,

The Choctaw Nation would like to take this opportunity to express its gratitude to you and the San Jose Center for Employment Training for allowing our evaluation team of Dewayne Hughes and Douglas Bohanon to travel to California and observe your operations.

The Choctaw Nation is currently reviewing the evaluation, submitted and appraising the viability of originating such a program in our area.

Should our course of action be to initiate such a program, our office shall contact you for needed technical assistance.

Sincerely,


C. David Gardner
Principal Chief,
Choctaw Nation

CDG/kc



TUCSON CET GRADUATE -JULIA MURRIETTA

"I had been to other training programs but always got discouraged and quit," said Julia Murrietta, 22, a graduate of the Tucson CET program.

After coming to the CET program at the urging of Tucson CET Executive Director Jose Matus, Julia completed training as a grocery checker and is now employed as a cashier with A.J. Bayless Stores in Tucson.

Julia, a mother of two, had been unemployed before her CET training and she says, "I wouldn't have gotten this job if it hadn't been for CET." She added, "I would recommend it to anyone. They help you and they place you, they show you that if you are willing to learn, you can."

She said that she was especially pleased that the training at CET emphasized good work habits and attitudes, and stressed the need to get along with others. She pointed out, "My instructors used to tell me that the people I would deal with at work would all be in different moods. If they hadn't shown me how to handle them it really would have gotten to me, especially when I first started."

Julia noted that she not only learned a lot, she also got a good job. "I like my job, and now I make pretty good money." She added that she and her husband Frank, who is a sanitation worker, have just purchased a new car. "That is something we could never have done before."

Students in the Tucson CET grocery checking program receive not only classroom instruction at the CET training center, but they also receive actual hands-on experience in the simulated grocery store setting at the training center.

To even better prepare the CET students for the actual world-of work, they have been, since May of this year, working on a regular basis in an actual grocery store setting as clerks at the downtown Tucson Senior Citizens Food Cooperative.

Felix Padilla, President of the Cooperative, said "CET students come in and work on the cash registers, and do all the different jobs that need to be done in a grocery store, including pricing and shelving goods". He noted, "It is real store experience for the students, they handle money, coupons, customers and groceries".

Jose Matus, Tucson CET Executive Director, said that students in the grocery checking class who are getting close to being ready for job placement are sent to the Cooperative to gain actual on-the-job training. "This not only reinforces all we have been teaching about good work habits and attitudes and the need to get along with others, but it also gives them actual experience they can use on their resumes."



CET of Maricopa CountyBoard President

(REV) Elias Galves
Priest
Mexican American

Vice President

Gabriel Alvarez
Stock Clerk
Yaqui

Secretary

Aurelia Paderez
Student
Yaqui

Treasurer

Max Valencia
Job Developer
Mexican American

Board Members

Maria Flores
Farmworker
Yaqui

Andy Jimenez
Gas Station Owner
Mexican American

Delfina Sanchez
Farmworker
Yaqui

Felix Cons Jr.
Construction
Mexican American

Frank Cota
Sales Rep. - Borden Milk
Mexican American

Federico Humada
Janitor
Yaqui

CET of Whatcom/Skagit Counties

Board President

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Mexican American

Board Vice President

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Interviewer Employment Security
Swinomish

Secretary

Sue Patterson
Teacher
White

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Nooksack

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Mexican American

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Lummi

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Employment Security
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Yaqui

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Yaqui

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Manpower Specialist
Mexican American

Raul Cancio
Janitor
Yaqui

Richard Murritta
Unemployed Laborer
Papago

Board Members

Greg Madril
Student
Pima

Tony Chana
Indian Advisor
Papago

Cumulative Summary Report

Contract E.D.A.
 Start Date 2/4/76 (Training)
 Contract _____

Program Guadalupe, Arizona CET

Spent
 To Date \$ 18,637
 Report Period
 From 2/4/76 to 8/76

I Enrollment and Terminations -- Program year to date		Plan	Actual	% of Plan
A. Individuals served, program year to date. (Sum. A.1 and A.2)			23	
1. Individuals entering this program year (This month plus previous period. _____)			23	
2. Individuals carried over from previous year			0	
B. Total Terminations: (Sum. B.1 through B.3)			16	
1. Total Entering Employment			8	
A. Direct Placements, no CETA Training			2	
B. Indirect Placements, following CETA Training			6	
C. Obtained Employment (Includes self)			0	
2. Other Positive Terminations			0	
3. Non-Positive Terminations			8	
C. Individuals Enrolled, end of period (A minus B)			15	7

II PERFORMANCE				III Enrollment SEE ATTACHED Significant Segments		Actual A	Plan P
Placement Rate	Placement thru trng. Training termination	8 16	50%	GROUP	Chicano		
					Black		
					Other		
					White		
Training Related plmts	Trngg. related plmts Plmts from skill trng.	6 8	75%	SEX	Male		
					Female		
Retention Rate 1 month	Employed total placed	8 8	100%	Head of Household			
				Unemployed SEE ATTACHED			
				Economically Disadvantaged			
				Public Assistance			
				Veterans			
				Ex-offender			
				Under 25			
				Over 45			
				Limited English			
Average Hourly Wage of Placements		\$3.63					
Total Program	Expend.	Plmts	Results				
Cost Per Placement	\$18,637	8	\$2330				

CET TRAINEE PROFILE

MARICOPA COUNTY, ARIZONA

STUDENT PROFILE

Number of new enrollees through September 21, 1976 21

90% Males

10 % Females

Minority Groups:

0% Afro-American
5% Chicano
95% Native American
0% Other
0% Anglo American
0% Other

Age Groups:

10% 18 and under
10% 19 to 21
65% 22 to 32
15% 33 to 44
0% 45 to 54
0% 55 to 64

Education:

10% 4 or less
15% 5 to 7
45% 8
25% 9 to 11
5% 12
0% 12 and over

Heads of family: 60%
Women head of household: 5%
Recipients of public assistance: 5%
Recipients of UIB: 10%
Unemployed: 100%
Cities served: Guadalupe 100%

Cumulative Summary Report

Contract EDA* + TIC + PYA

Start Date 12/8/76

Tucson

Total Expenditures
To Date \$59,189Report Period
From 8/75 to 8/76Economic Development Administration
Tucson Indian Center
Pasqua Yaqui Association

I Enrollment and Terminations --		Plan	Actual	% of Plan
A. Individuals served, program year to date			70	
1. Individuals entering this program year (This month plus previous period.)			70	
2. Individuals carried over from previous year			0	
B. Total Terminations: (Sum. B.1 through B.3)			36	
1. Total Entering Employment			23	
A. Direct Placements, no CETA Training			2	
B. Indirect Placements, following CETA Training			20	
C. Obtained Employment (Includes self)			1	
2. Other Positive Termination			2	
3. Non-Positive Terminations			11	
C. Individuals Enrolled, end of period			34	

II PERFORMANCE		Actual	
Placement Rate	Placement thru trng. Training termination	23 36	64%
Training Related Plmts	Trng. related plmts Plmts from skill trng.	22 23	96%
Retention Rate	Employed total placed	19 23	83%

Average Hourly Wage
Placements \$2.94

Total Program	Expend.	Plmts	Results
Cost Per Placement	\$59,189	23	\$2.573
Less: Start-up cost	53,082	23	\$2.308
\$6,107			

SEE ATTACHED		Actual	Plan
III Enrollment Significant Segments		A	P
GROUP	Chicano		
	Black		
	Other		
	White		
SEX	Male		
	Female		
Head of Household			
Unemployed			
Economically Disadvantaged			
Public Assistance			
Veterans			
Ex-offender			
Under 25			
Over 45			
Limited English			
36 Head of Household (Women)			

TUCSON CET TRAINEE PROFILE

Number of Job Placements this month	2
Number of Job Placements this year	21
Number of withdrawals this month	2
Number of withdrawals this year	13
Waiting list at the end of month	238

STUDENT PROFILE

Number of new enrollees through 8/20/76 68

Male 18% Female 82%

Minority Groups:

6% Afro-American
41% Spanish American
15% Anglo American
38% American Indian

Age Groups:

21% 18 and under
28% 19 to 21
35% 22 to 32
15% 33 to 44
1% 45 to 54
55 to 64

Education:

4 or less
5 to 7
15% 8
47% 9 to 11
37% 12
1% 12 and over

Heads of family: 57%
Women head of household: 47%
Recipients of public assistance: 35%
Recipients of UIB: 6%
Unemployed: 100%
Cities served:
Areas: North: 4%
Central: 13%
West: 12%
South: 71%